

Gullah Geechee Cultural Heritage Corridor National Heritage Area Grant and Sponsorship Guidelines

Who we are & what we do: The Gullah Geechee Cultural Heritage Corridor is a National Heritage Area (NHA) managed by the Gullah Geechee Cultural Heritage Corridor Commission. The purpose of the Gullah Geechee Cultural Heritage Corridor NHA is to preserve, share and interpret the history, traditional cultural practices, heritage sites, and natural resources associated with Gullah Geechee people of coastal North Carolina, South Carolina, Georgia and Florida. We run public programs, in collaboration with our stakeholders, on Gullah Geechee education, economic development, preservation and resiliency.

Grants

What we fund: Amounts of \$2,500-\$10,000 per project in categories of:

- **Cultural Preservation:** Initiatives that safeguard traditional practices, arts, and crafts. Grant range is \$2,500 - \$10,000.
- **Education and Awareness:** Programs that educate the public about Gullah Geechee history and culture. Grant range is \$2,500 - \$10,000.
- **Community Development:** Projects that strengthen the economic and social well-being of Gullah Geechee communities. Grant range is \$2,500 - \$10,000.
- **Environmental Stewardship:** Efforts to protect and restore natural habitats significant to Gullah Geechee heritage. Grant range is \$2,500 - \$10,000.
- **Festivals and Celebrations:** Financial support for events and activities that promote Gullah Geechee culture, for \$2,500 - \$5,000 per sponsorship.

Who and what are eligible: Non-profits, local governments, businesses, schools and other groups & organizations may apply. Applicants and projects must be in the Corridor's region of SC, FL, GA, or NC. Projects must be linked to the Corridor's mission & one of its themes and fit within a category detailed above.

Matching contributions: Applicants must provide at least a dollar-for-dollar match; we encourage overmatch. Match & overmatch must be from non-federal sources: foundation or private-sector grants, the applicant organization, project partners, in-kind non-cash contributions from professionals and/or volunteers (\$32/hour, or verified hourly rate for professionals) or any combination thereof. In-kind contributions may be labor, services, materials, equipment, supplies, and/or travel expenses necessary for project objectives. Purchases of real property, overhead & general administrative costs don't count toward matches. Matching & overmatching contributions must begin after grant's award date.

How to apply:

- Fill out the application on the website: <https://gullahgeecheecorridor.org/grants-sponsorships/>. If you have any questions, please contact Brigitte Griswold at bgriswold@gullahgeecheecorridor.org.
- Expenses & match/overmatch contributions submitted in your final report MUST fall between

the project's start & end dates on the application. Anything dated outside of that range will not be accepted. Let us know if your project requires performance or venue deposits before contract is signed.

- Expenses for reimbursement and contributions to match & overmatch must be specific. These will be included in your contract, and documentation must be submitted with your final report. Include a project budget (revenues and expenses) as specified in the application.

Terms of grant awards:

- Grant amount -- \$2,500-\$10,000 per proposed project. Expenses incurred before the date of the grant's approval will not be reimbursed. The Corridor must receive applicant's signed contract before the grant award begins. Please note that while the Corridor wishes to fund all grant applications in full, at times the Corridor funds at a lower amount than requested.
- Expenses & match & overmatch must be specified in the application & contract and documented in the final financial report. The Corridor will release funds only for those approved expenses & matching contributions. Notify the Corridor before the project end date if revisions to the contract are necessary.
- Grantee must submit the Grant Final Report Form by the deadline in your contract. Expenses & match contributions must be those specified in contract. Use the website forms for volunteer sign-ins & documenting in-kind contributions of goods and services.
- Award period -- Grants are viable for one year from the project start date. If recipient can't complete the project within the agreed-upon time, including adjustments to original schedule, the Corridor will terminate the contract.
- Grant contract -- Funds are administered through a contract between the Corridor and the applicant. The award is not official until all parties have signed, and no money spent before the Corridor receives the signed contract will be reimbursed. Funds are not released until the grant recipient submits the agreed-upon documentation and the Corridor approves it.
- Project changes – The Corridor must approve changes in the grant contract prior to initiation of such changes & prior to final-report submission. Email bgriswold@gullahgeecheecorridor.org about requested changes.
- Grant acknowledgment/publicity -- Grantees must sign the provided publicity agreement & acknowledge The Gullah Geechee Cultural Heritage Corridor in all materials pertaining to the grant award & project. Grantees must notify Congressional & state representatives in writing that their project has received a grant award through the Corridor. Include copies of letters & publicity with final report.

- Final reports – Please submit the Final Report by the deadline included in your contract.

Grantee responsibilities –Grant awards from the Corridor are made with federal funds received from the National Park Service. Because the grant dollars are federal in origin, grant recipients must comply with applicable federal regulations regarding the use and administration of federal funds. Grants must also follow state regulations.

- Code of Federal Regulations. The following Federal regulations are incorporated by reference into this Agreement (full text can be found at <http://www.ecfr.gov>;)
 - a) Administrative Requirements: 2 CFR, Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, in its entirety;*
 - b) Determination of Allowable Costs: 2 CFR, Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E; and*
 - c) Audit Requirements: 2 CFR, Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F.*

d) Code of Federal Regulations/Regulatory Requirements: 2 CFR Part 182 & 1401, “Government–wide Requirements for a Drug–Free Workplace;” 2 CFR 180 & 1400, “Non–Procurement Debarment and Suspension,” previously located at 43 CFR Part 42, “Governmentwide Debarment and Suspension (NonProcurement);” 43 CFR 18, “New Restrictions on Lobbying;” 2 CFR Part 175, “Trafficking Victims Protection Act of 2000;” FAR Clause 52.203–12, Paragraphs (a) and (b), Limitation on Payments to Influence Certain Federal Transactions; 2 CFR Part 25, System for Award Management (www.SAM.gov) and Data Universal Numbering System (DUNS); and 2 CFR Part 170, “Reporting Subawards and Executive Compensation.”

- Grantees must comply with all applicable federal laws including but not limited to Section 106 of the Historic Preservation Act, Secretary of Interior Standards, the Native American Graves Protection and Repatriation Act, the National Environmental Policy Act, Title IV of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, The Age Discrimination Act of 1975, and the Americans with Disabilities Act.

- Grantees must allow inspection of program records and project by the Corridor and authorized federal agencies during the project and for up to three years following project completion.

Timeline and checklist for grant process:

1. Read these guidelines & the grant application carefully to ensure your project meets all criteria & you can provide all required documentation. Incomplete applications & those using forms other than those provided will be discarded.
2. Submit application using all required forms.
3. We'll email you immediately to verify receipt of your application & notify you of our funding decision within 30 days of the close of grant cycle. Funding of your grant award is contingent on approval of final report.
4. The Corridor prepares your grant contract, a legal document stating the terms of your grant project. What's specified in the contract must be exactly what you submit in your final report. Email us with requests for contract revisions (start & end dates, scope & purpose of work, expenses & match/overmatch contributions) during the project.
5. We email you your contract. Please review it carefully to ensure that all information is correct & you can provide all required documentation. Email us immediately if something needs to be changed. When you're sure everything is correct, print the contract and sign & date it. Save a copy for yourself & email us a copy. The date of your signature must be on or before the project's start date--your project cannot start until after you sign the contract. As soon as you sign & date it and email it to us, the contract is actionable & you may begin your project.
6. Along with your contract, we'll also email you the publicity agreement. Print it, sign & date it, save a copy for yourself & email us a copy.
7. As your project progresses, we'll check in with you periodically. Email us immediately if you need to make a change in anything agreed to in the contract. Your final reports must duplicate EXACTLY what's specified in the contract.
8. Submit final report using the required forms & upload required documentation (outlined in your contract) to ensure full reimbursement. Read guidelines on the final-report forms carefully; final reports that are incomplete, incorrect and/or do not duplicate exactly what's specified in the contract will not receive final payment.
9. The Corridor mails your check to your mailing address.

Sponsorships:

The Corridor supports local events connected to the Corridor. The Corridor requests that the organization receiving the sponsorship track volunteer time during the event and submit such time on a Corridor timesheet after the conclusion of the event, include the Corridor name/logo on event materials, and tag the Corridor in social media posts connected to the event. For those events, please reach out to our Program Director.

For more information –

Angel Parson, Program Director, aparson@gullahgeecheecorridor.org

Brigitte Griswold, Research and Grants Manager, bgriswold@gullahgeecheecorridor.org